



## **Water/Wastewater Operator I Entry Level**

**Type:** Full-time Classified

**Starting Salary:** \$20.03 (Not Negotiable)

**Reports to:** Water/Wastewater Superintendent

**Posted Date:** February 18, 2020

**Deadline:** March 3, 2020

The City of Canal Winchester (population 8600) is seeking applicants for the full-time Water/Wastewater Operator I position. Canal Winchester is strategically located between Columbus and Lancaster. Canal Winchester has a talented work force, a strong sense of community, quality education and safe neighborhoods.

### **General Duties:**

The **Water/ Wastewater Operator I** is an entry level position in this series. Incumbents require direct supervision, continue to develop skills and perform most of the operations, maintenance, construction, and repair of the water/wastewater system.

### **Essential Functions:**

Performs all duties in conformance to appropriate safety and security standards.

Inspects and/or repairs water and/or wastewater treatment equipment, pumping stations, wells, towers, meters and meter reading equipment, water distribution systems, and sewer collection systems at frequent intervals to ensure that all aspects of the systems are functioning properly.

Maintains a variety of records relating to inspections, maintenance activity, treatment operations, water supply, wastewater collection, consumption/usage, etc.

Determines the locations of gas, telecom, power, and water and sewer lines from the appropriate sources prior to excavation.

Responds to complaints regarding water leaks, pressure loss, no water, and sewer backups; evaluates situation, explains findings to supervisor.

Carries out utility maintenance and repair tasks, including water line and sanitary sewer repair and maintenance and temporary pavement repair.

Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.

Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment, gravel and sand.

Performs routine inspections and preventative maintenance on assigned equipment and refers defects or needed repairs to supervisor.

Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole cleaning, main and service line repair, laying and backfilling.

Cuts, fits, lays, repairs, taps, cleans and flushes water and sewer mains, pipe, gates and fittings on repair of mains and services and installation of services, fire hydrants and drinking fountains, assists in shutting off broken sections of water mains.

Operates a variety of power construction and maintenance equipment used in the water, wastewater and street departments.

Responds to emergency calls and/or perform after hours duties as directed.

**Peripheral Duties:**

Serves in various employee committees or other city sponsored committees.

Attends job related trainings and seminars.

Assists the Operator II and III as assigned.

Performs related duties as assigned.

**Performance Standard:** The City of Canal Winchester expects all employees to work together to meet the needs of the community. Employees are expected to lead by example through regular attendance, punctuality and demonstrate the highest level of ethics.

**To meet the desired minimum qualifications for this position, you must have:** High school graduate or GED equivalent. One (1) year experience in water or wastewater treatment operation is preferred; or an equivalent combination of education, training and/or experience.

**Additional Requirements (e.g. licensure, certifications):** Prior to hire, prospective candidates will submit to drug testing and a general background check. Once employed, employees may be subject to random drug testing. Additionally, a valid driver's license with an acceptable driving record will be required and must maintain insurability under the City's vehicle insurance policy.

All positions in the Public Services Department require employees appointed to this classification to obtain a CDL within six (6) months following their start date. Failure to obtain the CDL within this timeframe (i.e. six months) will result in automatic termination.

Must pass EPA Class I Water/Wastewater Treatment Operator exam within eighteen (18) months following their start date.

This position is designated by the Employer to serve on an on-call status through use of cell phone and home phone numbers.

**To ensure consideration, please email a City of Canal Winchester employment application, cover letter, and resume to [nstir@canalwinchesterohio.gov](mailto:nstir@canalwinchesterohio.gov). Cover letter must include how you meet the minimum qualifications. Applications can be found on the City of Canal Winchester website.**

**An Equal Opportunity Employer**